

### **ATTACHMENT 3**

**To:** Staff Work Group on Urban Water Use Measurement  
**From:** Bennett Brooks and Eric Poncelet, CONCUR, Inc.  
**Date:** March 12, 2003  
**Re:** Proposed Schedule and Milestones for Developing Urban Appropriate Measurement Definition

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Attached please find the document, Proposed Schedule and Milestones for Developing Urban Appropriate Measurement Definition. This document lays out the proposed schedule for the Work Group's deliberations and subsequent steps associated with this effort. The Work Group will review the document at its March 18 meeting.

**Kick-Off Meeting of the  
Urban Water Use Measurement Staff Work Group  
--CALFED Water Use Efficiency Program--**

**PROPOSED SCHEDULE AND MILESTONES**

*(For discussion at the March 18, 2003, Work Group)*

Phase	Timeframe	Activity
<b>Phase I</b> <b>Urban Water Use Measurement Staff Work Group</b>	March 2003	CALFED convenes Urban Water Use Measurement Staff Work Group <ul style="list-style-type: none"> <li>• Participants agree on purpose, issues to resolve, and timeframe</li> <li>• Information sharing</li> </ul>
	March-April 2003	Staff Work Group Deliberations <ul style="list-style-type: none"> <li>• Water Use Efficiency Program Manager proposes draft approaches to urban water use measurement</li> <li>• Work Group meets every three to four weeks to provide input</li> <li>• Drafting teams advance work between meetings</li> </ul>
	Late April 2003	<b>Produce Status Report</b> <ul style="list-style-type: none"> <li>• Status report to WUE Subcommittee</li> <li>• Work Group reflects on progress</li> </ul>
	April-May 2003	Continue Staff Work Group Deliberations
	May 30, 2003	<b>Produce Final Work Product</b> <ul style="list-style-type: none"> <li>• Informed by Staff Work Group discussions, Program Manager puts forward detailed draft urban water use measurement approach</li> </ul>
<b>Phase 2</b> <b>CALFED Stakeholder and Agency Review and Decision</b>	June – Aug. 2003	Public Workshops <ul style="list-style-type: none"> <li>• Hold public workshops on proposed approach to urban measurement</li> <li>• Combine with ag measurement workshops as appropriate</li> <li>• Revise proposed approach as appropriate</li> </ul>
	Aug. 2003	Discuss Proposed Approach with WUE Sub-Committee (ag and urban combined, as appropriate)
	Post-Aug. 2003	Continued review/discussion with CALFED advisory and decision making bodies (ag and urban combined, as appropriate) <ul style="list-style-type: none"> <li>• BD-PAC</li> <li>• CALFED Agencies</li> <li>• CALFED Authority</li> </ul>
<b>Phase 3</b> <b>Possible Legislative Action</b>	2003-2004	<ul style="list-style-type: none"> <li>• As appropriate, CALFED Program Staff works with necessary legislative and administrative entities to develop legislation associated with urban and/or agricultural water use measurement</li> </ul>